



# **CAMP WIDJIWAGAN**

## Summer 2020 Policies & Procedures

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*Forge Friendship, Strengthen Confidence, Sharpen Character*



**FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY**

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# FAQs

Frequently Asked Questions



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## **SUMMER CAMP CONSIDERATIONS**

- We will have health screenings and temperature checks on campers and staff twice a day
- If a camper or staff has: a temperature over 100.3, a sore throat, cough, runny nose, loss of taste/smell, nausea/vomiting/diarrhea, shortness of breath, been in contact with someone who may have symptoms in the last 14 days, or have family members traveled to a place that had Corona Virus, then they must stay home for 48 hours
- Check-In, Check-Out and health screenings will be conducted through the window of your vehicle
- Since March, we have made major facility improvements: outdoor handwashing stations, hand sanitizers at activity areas, new trails to reduce walking opposite directions of other groups of campers, ceiling fans in the cabins, barriers on the side and at the head of the bunks and new food protective barriers
- We created sanitizing policies and procedures for each activity at camp

## **FREQUENTLY ASKED QUESTIONS**

### **1. What will group sizes be and how will camp implement social tracing?**

Our camper groups will be 10 or less and campers will travel together to and from activities with the same group of campers the entire day. Some activities will have a few more groups of 10 campers of the same age group. If someone were to have symptoms, we would be able to trace every staff person and camper and alert their families.

### **2. What will happen if a camper presents flu-like symptoms?**

The camper will go to the Health Lodge to visit one of the nurses. There is a new door, away from the front of the Health Lodge that leads to an isolation room with a bathroom. The nurse, wearing upgraded protective equipment will ask campers questions and take their temperature. If the camper has a temperature over 100.3 or presents any of the symptoms listed as potentially having a flu-like illness, the emergency contact will be contacted immediately and the child will need to be picked up as soon as possible.

### **3. How will staff be screened to make sure that they are symptom free?**

Staff will have a screening and temperature check upon arrival to staff training (2 weeks prior to the start of camp). If a staff member is attending a late training, the staff member will need to be screened every day for 2 weeks prior to their arrival at camp.

### **4. How will campers practice social distancing in the water?**

Research doesn't show any evidence of transference in the water. However, campers will wash their hands before going to the lake or pool, sanitize their hands after changing their clothes and wash their lifejacket in a disinfecting solution and hang dry after use. Campers coming from the beach activities will rinse themselves and their lifejackets off at the Splash Pad with chlorinated water.

### **5. Will the campers have fun at camp?**

Camp is about experiencing safe, fun adventures while making friends in an amazing place! We are committed to keeping kids safe as our first priority. This summer we added things to make sure that campers and staff wash and sanitize their hands between each activity. We are committed to creating magical experiences that make great memories for the kids!



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## **FAQs (continued)**

### **6. What can I do as a parent to prepare my child for camp this summer?**

We all want camp to be a positive experience! We want the kids to make friends, go on adventures, learn more about themselves, others and their world while having a blast outside! How you can help is by discussing: how to wear the mask, good hygiene like proper hand washing, what 6 feet of separation is (avoid hitting, tackling or hanging on others) and most importantly NOT touching their face. We are promoting healthy habits and we appreciate your help.

If after reading carefully over these policies and procedures you have more questions, please feel free to contact the appropriate program director:

Overnight Camp: Jesse Hall [jwhall@ymcamidtn.org](mailto:jwhall@ymcamidtn.org)

Day Camp: Reuben Smith [rsmith@ymcamidtn.org](mailto:rsmith@ymcamidtn.org)

Equestrian Camp: Megan Fagliano [mfagliano@ymcamidtn.org](mailto:mfagliano@ymcamidtn.org)



## **LOST & FOUND POLICY**

In response to the COVID-19 pandemic, YMCA Camp Widjiwagan is limiting items held in lost and found after each camp session ends. We want to be mindful of safe storage space and how to prevent exposure of staff and campers from items, week to week. As such, camp will only hold the following specific list of items:

1. Jackets / Sweatshirts
2. Sleeping Bags, Blankets, Pillows
3. Prescription glasses, durable medical equipment, prescription medication
4. Personal equestrian riding equipment and helmets
5. Shoes (not water shoes or sandals)
6. Backpacks

Camp will keep to these items for no longer than two weeks from the end of the session. After this time, these items will be donated or thrown away. Please note that these items will be held at the discretion of camp staff. Items that are soiled, damaged, or otherwise deemed not able to be safely stored will be disposed of.

The list of items camp will not hold on to includes but is not limited to: socks and underwear, all toiletries and toiletry bags, all swim gear including swim suits and goggles, hats, t-shirts, pants, shorts, pajamas washcloths and towels, water shoes including sandals, water bottles, sunglasses, flashlights and headlamps, toys, cameras, arts and crafts projects including tie dye.

Daily cabin cleanup / Day Camp cubbies help campers maintain their belongings and help staff identify misplaced items during the camp session. We highly encourage parents to label all items with their camper's name to help our staff identify items during the camp session. Many items look similar and it can be confusing for both staff and campers.

As a reminder, please do not send your camper with anything that is irreplaceable. Things like jewelry or favorite stuffed animals can be easily lost or damaged. Electronics, including phones, are not permitted at camp. Phones may not be used at camp and will be confiscated and returned to families at the end of the session. Camp is not responsible for any lost, damaged, or stolen items—including confiscated phones.

After the camp session ends, if one of the listed items is missing, please contact a director to arrange a safe pickup:

Overnight Camp: Jesse Hall [jwhall@ymcamidtn.org](mailto:jwhall@ymcamidtn.org)

Day Camp: Reuben Smith [rsmith@ymcamidtn.org](mailto:rsmith@ymcamidtn.org)

Equestrian Camp: Megan Fagliano [mfagliano@ymcamidtn.org](mailto:mfagliano@ymcamidtn.org)



# DAY CAMP

Policies & Procedures



## **CHECK-IN & CHECK-OUT: BUS RIDERS**

**\*\*Staff wear masks and gloves if communicating with parents in cars\*\***

- Prior to check-in, families will receive a phone call and or a Zoom call from their counselor. Counselors will instruct parents that Check-in will be a drive-thru experience
- On Zoom call, counselors will introduce him/herself to the parent and camper. Parents will be reminded to stay in their car during the entire check-in experience
- Parents will be told their camper will be receiving a temperature check from trained staff
- If campers are not feeling well or showing COVID-19 symptoms, they will be advised to stay home for 48 hours

### **Check-In**

- a. Parents will pull up to the designated check-in spot and roll down window
- b. While in the car, the child's temperature will be checked and if the temp is under 100.3, the child can be signed in
- c. If child's temperature is over 100.3, the child will remain in the car and will be allowed to be checked the following morning (48 hours later)
- d. If kid's temperature is below 100.3 and they are signed in, they can join the other campers and await the busses arrival

### **Riding the bus**

- a. All kids will have hand sanitizer applied to their hands before boarding the bus
- b. All kids will be required to wear masks on the bus to and from camp. Each child will have their own seat no more than two to a seat with backpacks between them to promote distancing. Siblings can sit together
- c. Upon arrival at camp kids will be dropped off at their assigned Nation assembly area
  1. Braves & Pathfinders - Cedar Lodge area
  2. Warriors - Central Pavilion
  3. TBirds & Theme Camps - Clark Baker Lodge
  4. Chiefs, CREW, Ranch - Day Camp Airnasium and Cedar Theater

### **Check-Out**

- Upon arrival parents will remain in vehicle and campers will remain on bus until dismissed
- Staff member will check ID and campers will be walked up and put in car
  - a. Bus rider campers put on masks and Nation Chief leads bus campers to line up at buses
  - b. All kids will have temp checked before boarding buses. Any temps of 100.3 or more will require parents to come pick up their child at camp
    1. Children can lay down and drink water in the Health Lodge sick room while waiting for their parent
    2. Parent will sign out children at the office and camper will be brought to the parent

### **Bus Care:**

- a. All busses will be electrostatic sanitized before every run
- b. All busses wiped down every evening
- c. One child/two children per seat. No longer allow three to a seat



## **CHECK-IN & CHECK-OUT: CAR RIDERS**

**\*\*Staff wear masks and gloves if communicating with parents in cars\*\***

- Prior to check-in, families will receive a phone call and or a Zoom call from their counselor. Counselors will instruct parents that Check-in will be a drive-thru experience
- On Zoom call, counselors will introduce him/herself to the parent and camper. Parents will be reminded to stay in their car during the entire check-in experience
- Parents will be told their camper will be receiving a temperature check from trained staff
- If campers are not feeling well or showing COVID-19 symptoms, they will be advised to stay home for 48 hours
- All staff interacting with parents or families will wear masks and gloves

### **Check-In:**

- a.** Parents will pull up to the designated check-in spot and roll down window
  - 1.** Braves & Pathfinders - Cedar Lodge area
    - a.** Braves - Blue Flag
    - b.** Pathfinders - Purple Flag
  - 2.** Warriors - Central Pavilion
    - a.** Red Flag
  - 3.** TBirds & Theme Camps - Clark Baker Lodge
    - a.** TBirds - Green Flag
    - b.** Theme Camps - Orange Flag
  - 4.** Chiefs, CREW, Ranch - Day Camp Airnasium and Cedar Theater
    - a.** Chiefs - Yellow Flag
    - b.** CREW - Black Flag
    - c.** Ranch - Pink Flag
- b.** While in the car, the child's temperature will be checked and if the temp is under 100.3, the child can be signed in
- c.** If child's temperature is over 100.3, the child will remain in the car and will be allowed to be checked the following morning (48 hours later)
- d.** If kid's temperature is below 100.3 and they are signed in, they can join the other campers
- e.** All kids will have hand sanitizer applied to their hands before entering camp

### **Check-Out:**

ID Check Point - staff has radio and list of ALL car rider campers with their Nations included

- a.** Ask for name of campers & check ID for each camper
- a.** Staff member calls for Camper on radio with Nation announced
- c.** Informs guardian of which flag(s) color to pull around to - where they will sign out kid(s)  
**\*\* Check-Out locations same as Check-In\*\***
- d.** Parents drive around to given flag color and pull over in pick-up zone
- e.** Nation Chiefs are listening for names on radios and announcing kids names to gather campers called
- f.** Nation Chief (wearing mask & gloves) walks campers out to cars - SIGN OUT CAMPER with parent



## **DINING & MEAL PROCEDURES**

- 4 campers to a table (1 per side of the square)
- Plating food and salad bar for campers with trained staff with masks and gloves

The intention: Create a dining experience where the food is prepared and served with all precautions and covers to control exposure. Single serving and disposable items will be used when possible.

### **Upon Arrival to the eating area:**

- a. Campers will wash their hands outside before entering
- b. Campers will go immediately to their table and will sanitize their hands
- c. Campers will only sit at a table with kids from their group and a maximum of 4 per table

### **Social Distancing Precautions/Procedures/Provisions:**

- a. Entering a line by group (one at a time) each camper will have food plated by a staff member with a mask and gloves including salad or special meal (allergy accommodation, vegetarian, vegan, etc.)
- b. Each camper will return to their seat with plated food to eat; they may not share seats or switch seats for the duration of the meal
- c. The campers will have their personal water bottles that is refilled at a water station designed to eliminate contact, splashing on the water output or contamination with another person's water bottle
- d. Milk, juice or tea may be available in single service style or poured from a covered pitcher by a counselor into a clean single use cup
- e. Desert will be provided with the plate of food or distributed by a single staff member who is wearing gloves and a mask directly to the camper. At no time will there be a tray of food that campers will retrieve food from

### **Cleaning/Sanitizing:**

- a. At the conclusion of each meal, the tables and seats will be sanitized and then once the room is cleared, Housekeeping will re-sanitize the room and furniture
- b. All plates, cups, silverware, trays and serving utensils will be used by the same person or single serving disposable
- c. After the areas are cleaned, campers will sanitize their hands and exit the dining areas
- d. After they leave the dining areas, before going to their next activity, campers and staff must wash their hands

### **Facility and Equipment Daily/Weekly Sanitation Procedures:**

- a. At the beginning and end of each week, the Housekeeping Department will do a deep sanitation of each room that food is served or eaten in
- b. A daily and weekly inventory of food service equipment will be done to ensure the single use policies and procedures



# **RESIDENT CAMP**

Policies & Procedures



## CHECK-IN

- Prior to check-in, families will receive a phone call and or a Zoom call from their cabin counselor. Counselors will instruct parents that check-in will be a drive-thru experience
- On Zoom call, counselors will introduce him/herself to the parent and camper. They will also mention having medication, mail, and luggage accessible for staff to retrieve from them. Parents will be reminded to stay in their car during the entire check-in experience
- Parents will be told their camper will be receiving a temperature check and lice check from trained staff. Nurses and directors will be available throughout the entire check-in process. If campers are not feeling well or showing COVID-19 symptoms, they will be advised to stay home
- All staff interacting with parents or families will wear masks and gloves

### Procedures:

- **Camp Counselor greeter** (wearing masks and gloves): Greets and directs families. Parents are reminded to stay in their car for the duration of check-in
- **Photo Stop: Family Picture by Camp Photographer** (wears masks and gloves)
- **Counselor Greeting** (wearing masks and gloves): Holds master roster of campers directs families to designated parking spots

Parking lot sections indicate to families wear to park: Red, Green, Blue, Yellow

- Each colored section will have 3 to 4 staff members wearing masks and gloves greeting parents at their cars. Parents are reminded to stay in their cars

Staff members will have the following tasks at each car:

- a. Distribute/Collect "Camper 10 day Health Assessment form" & take the camper's temperature
  1. If the camper's temperature is over 100.3, staff calls over the nurse to recheck. If twice over 100.3 the nurse informs parents they cannot stay at camp. Luggage is NOT removed from the vehicle until a nurse gives a clearance
  2. To return to camp, campers must have been fever-free for at least 24 hours AND HAVE A DOCTORS NOTE CLEARING THEM TO BE AT CAMP
- b. Remove luggage and camper mail from car, tag with camper's name and cabin number, and take to luggage carts
- c. Lice Check
  1. Campers will step out of the car and be given a lice check from staff. If lice is suspected, call over the nurse to recheck. If confirmed, the nurse informs parents they cannot stay at camp. To return to camp, campers must be cleared of lice and rechecked by a nurse
- d. If the campers' lice check is clear, campers will proceed to the trolley wearing masks to go to the cabin
- e. If campers have medicine to turn in with the nurse a flag will be placed on their window

### Medicine Check- In:

- a. A flag will be placed on the camper's car window to indicate a camp nurse is needed
  - b. Nurses will retrieve medication from parents, go over dosage and instructions, and all required forms
  - c. Enough spaces will be between cars so nurses and parents can have one on one conversations
- Additional colored flags will be placed on car's windows to indicate parents need to speak with directors, nurses, or have any additional questions. The appropriate person will approach the car wearing masks and gloves
  - Once the car check-in has been completed, the camper will be given a mask, name tag with cabin number, and then walk to the trolley. The trolley will drive campers to their designated cabins
  - Parents then drive out of the parking lot and have completed check-in



## **CHECK-OUT**

- At Check-in, parents will receive information about how check out will work, including times and a reminder to bring Photo ID.
- Staff interacting with families closer than six feet will wear masks and gloves.

### **Stop 1: Crossroads by Main Office – 1 Staff**

- a. Greeted by Staff
- b. Directed toward TDL

### **Stop 2: TDL Crossroads – 1 Staff**

- a. Greeted by Staff
- b. Directed toward loop around back of parking lot

### **Stop 3: Entrance to Parking Lot**

- a. Directed toward specific lane color, alternating by arrival time.

### **Stop 4: Parking Lot**

- a. Each lane color will have a team of 2 staff.
  1. Staff 1: Confirms Cabin/Yurt number(s) on Master Roster, check Photo ID, radio to cabins/yurts to bring camper after camper is signed out by approved guardian.
  2. Staff 2: Check in with luggage team and nurse for luggage and remaining medication, respectively.
- b. Once camper, luggage, and medication is returned, families may leave parking lot

### **Saturday Schedule:**

- Parent Program recorded at Friday Night Campfire

7:30 – 8:00 AM – Group A Breakfast; Group B packing, luggage sent to field (rainy day: TDL overhang)

8:00 – 8:30 AM – Group B Breakfast; Group A packing, luggage sent to field (rainy day: TDL overhang)

8:30 – 9:30 AM – Check Out for Frontier, Explorer, Theme

\*Horse Parent Show at this time

9:30 – 10:30 AM – Check Out for Adventure, Pioneer, CIT/LIT, EQ

\*If both age groups in same family, go with older group (for consistency)

### **Luggage Team:**

- a. Go to cabins/yurts to bring luggage to luggage area (Field, Rain plan: TDL)
- b. Luggage is tagged by cabin, labeled with camper name before being loaded into vehicle
- c. Luggage brought to area, arranged in lines by cabin number and separated by camper name
- d. When called by parking lot team, luggage team will load golf cart with applicable luggage and brought to car

### **Nurse:**

- a. Nurses will have organized any medications to be returned to campers by name and cabin/yurt number
- b. When called, nurses will deliver medication to cars



## **CABINS & YURTS**

### **Facility Changes**

- a.** We are adding barriers on the top rails of the top bunks and between bunks for sneeze/cough guards
- b.** We added ceiling fans to circulate air inside the cabin and on the porch
- c.** We upgraded to MURPH-13 air filters to the HVAC systems in the cabins for better air filtration
- d.** We added sanitation stations on the porches of the cabins. Campers will sanitize their hands before they touch the door knob entering the cabin, and they will go immediately to wash their hands
- e.** We will lower the capacity of campers in the cabins to the maximum size of our activity groups (approximately 10)

### **Check-In**

- a.** Only campers and staff will be allowed into assigned cabins. Parents, families, and other outside people will not be permitted into cabins to limit exposure and number of people on site

### **Social Distancing Precautions/Procedures/Provisions:**

- a.** Each bed will be enclosed at the head and foot with a board that will keep luggage and the campers enclosed
- b.** Each bed will have a barrier or wall to ensure on the side of the bed where their pillow will be to ensure social distancing while resting
- c.** Campers will be arranged so that the heads of campers on the top bunks will be over the feet of campers on the bottom bunks
- d.** Each camper is the only camper allowed on his or her bed, and only campers staying in that cabin are allowed into that cabin

### **Daily Cabin Procedures:**

- a.** Campers will sanitize their hands on the porch before entering cabin
- b.** Campers will go immediately to wash hands in the bathroom before interacting with their bunks or personal belongings
- c.** Campers and Staff are expected to shower, change clothes daily
- d.** Camper and staff temperatures will be checked at the beginning and end of each day and logged. Leadership staff will check log twice daily as well. Any temperature over 100.3 will be reported to the nurse immediately and camper removed from cabin. Any temperatures near but not over 100.3 will continue to be monitored closely

### **Cleaning/Sanitizing:**

- a.** Daily Cabin Clean Up with campers will now include wiping down door knobs, railings, faucet handles, and other shared items with sanitizing wipes
- b.** Cabins and restrooms will be sanitized with the ionizer twice daily

### **Facility and Equipment Daily/Weekly Sanitation Procedures:**

- a.** Cabins and restrooms will be deep cleaned and sanitized weekly, paying specific attention to bathrooms and headboards in each bunk
- b.** Mattresses will be sprayed and wiped down after each session



## RESIDENT CAMP COOKOUTS

### Outdoor Cooking

- a. All food will be individually plated by one to two counselors wearing masks and gloves. Fire building and all utensils/pots/pans will be utilized by one counselor. All meals will be prepared at least 20 feet away from campers outdoors. Campers will be not permitted to touch/grab their own food or plates until served. All food/items will be handed by a staff member wearing gloves and a mask
- b. Campers will be divided by village across camp. Campers will stay in their cabin groups within an area at camp
- c. Before campers head to their cookout location, all campers must wash their hands for at least 20 seconds. Once they enter their campout location they must utilize hand sanitizer
- d. After they eat, campers will head to the nearest bathroom to wash their hands for at least 20 seconds

### Frontier Village

- a. Pizzas will be cooked and prepared by counselors wearing gloves and masks. Paper plates will be used and wrapped in aluminum foil or saran wrap
- b. Campers will wash hands BEFORE and AFTER eating. Hand sanitizer will also be required before and after meals

### Explorer Village

- a. Pie Iron pizza will be made by two to three counselors wearing masks and gloves. Campers will have an ordered food system written down on a piece of paper. Counselors will make food according to the camper's preference of sandwich
- b. Camper's food will be prepared on one-time use plates and silverware

### Adventure Village

- a. Walking' Tacos will be made by two to three counselors wearing masks and gloves. Campers will have an ordered food system written down on a piece of paper. Counselors will make food according to the camper's preference of toppings
- b. Camper's food will be prepared on one-time use plates and silverware

### Pioneer Village

- a. Dutch Oven Lasagna will be made by two to three counselors wearing masks and gloves. Campers will have an ordered food system written down on a piece of paper. Counselors wearing gloves and masks will make food according to the camper's preference of toppings
- b. Camper's food will be prepared on one-time use plates and silverware

### S'mores

- a. All s'mores (chocolate and graham crackers) will be individualized in bags for all programming. 1 s'mores in 1 bag per camper. Camper will not be permitted to grab their own materials.
- b. Marshmallow will be given out by a counselor wearing gloves and a mask. Campers will not be permitted to share their s'more sticks.



# **RANCH CAMP**

Policies & Procedures



## **GROUP RIDING LESSONS**

- a.** No more than 6 campers in an arena at one time
- b.** Campers are assigned to and ride only one horse for the whole week at camp
- c.** Campers have the same riding instructor throughout the week
- d.** Long pants are mandatory to eliminate skin contact on saddles
- e.** Riding instructor and all campers will wear gloves

### **Before Lesson:**

- a.** All campers will hang up their backpacks on hooks provided for each program area at the barn
- b.** Campers will go with staff member to the hand washing station and wash hands for minimum of 20 seconds. Staff will also wash their hands
- c.** Campers will then sanitize their hands at sanitation station. Staff will also sanitize their hands
- d.** Campers will put on gloves
- e.** Staff will put on gloves and fit riding helmets to each child
- f.** Campers will go into allocated arena with their riding instructor. Horses will already be in the arenas ready for the lesson

### **During Lesson:**

- a.** Staff member will help all children mount their horses after performing safety check
- b.** During the lesson, if staff member needs to help a camper hold the reins, put foot in stirrup properly, or make other adjustments, the staff member will try to only touch the camper's gloves or clothing as needed
- c.** If a camper needs assistance with a horse, the staff member will touch the horses halter to help lead, steer, stop, start or trot
- d.** Campers will never be within 6 feet of each other while mounted due to the nature of riding a horse and keeping safe spacing between horses
- e.** If a camper gets nervous or needs to dismount for any reason during the lesson, the staff member will help the child dismount and a gloved leadership team member will take the child and horse out of the arena, take off the gloves, and have the camper wash and sanitize their hands. The camper's helmet will be wiped down with a disinfectant and put away. The horse will be put back in its stall before the leadership members gloves are taken off

### **After Lesson:**

- a.** Staff member will help all children dismount and have kids stand in the middle of the arena, 6 ft. apart
- b.** The staff member will take the children to the helmet cleaning area and all riding helmets will be sanitized and put away
- c.** The campers will then take off their gloves and wash and sanitize their hands
- d.** Leadership team and staff at the barn will wear gloves to put the horses in their stalls or in their next allocated riding arena

### **Tack and Barn Cleaning (Daily):**

- a.** Every evening after day camp has checked out, during evening chores, all saddles will be put away and sprayed to disinfect and clean
- b.** Saddle pads and blankets will be left on the stall hooks to dry and to allow saddles to dry
- c.** All bridles will be hung up, disinfected and cleaned
- d.** All lead ropes will be hung up, disinfected and cleaned
- e.** All brushes and horsemanship equipment will be disinfected and cleaned
- f.** All commonly touched surfaces, such as stall door hooks, office doors and tack room doors will be disinfected and wiped down



## **HORSEMANSHIP LESSONS**

- a.** No more than 10 campers in a horsemanship lesson at one time
- b.** Long pants and close-toed shoes are mandatory
- c.** Horsemanship instructor and campers will wear gloves

### **Before Lesson:**

- a.** All campers will hang up their backpacks on hooks provided for each program area at the barn
- b.** Campers will go with staff member to the hand washing station and wash hands for minimum of 20 seconds. Staff will also wash their hands
- c.** Campers will then sanitize their hands at sanitation station. Staff will also sanitize their hands
- d.** Campers will put on gloves
- e.** Staff will put on gloves and get the allocated horse(s) out for the horsemanship lesson
- f.** Staff will also have all horsemanship lesson equipment out and ready to go for campers

### **During Lesson:**

- a.** If lesson requires children to be within 6 feet of each other, campers will wear masks
- b.** During the lesson, campers will only touch lead ropes, tack and other equipment with gloves
- c.** If a camper needs physical assistance during the lesson, the staff member, when possible, will touch only the equipment, or horse's halter
- d.** Whenever possible, campers will use their own equipment during the whole horsemanship lesson.  
Example: If campers are cleaning stalls they will use their own pitchfork during the whole lesson

### **After Lesson:**

- a.** Staff member will put the horse or equipment away
- b.** The campers will then take off their gloves and wash and sanitize their hands
- c.** Any equipment that will not be used immediately, will get hung up, sprayed and disinfected



## **GARDEN & GREENHOUSE LESSONS**

- a.** No more than 10 campers in a garden and greenhouse lesson at one time
- b.** Staff members and campers will wear gloves
- c.** No more than 5 campers in the greenhouse at one time OR 10 campers with masks
- d.** 10 campers can be in the garden at one time as long as they are spaced out 6 feet apart

### **Before Lesson:**

- a.** All campers will put their backpacks on designated picnic tables by the greenhouse
- b.** Campers will go with staff member to the hand washing station and wash hands for minimum of 20 seconds. Staff will also wash their hands
- c.** Campers will then sanitize their hands at sanitation station. Staff will also sanitize their hands
- d.** Campers will put on gloves

### **During Lesson:**

- a.** If lesson requires children to be within 6 feet of each other, campers will wear masks
- b.** During the lesson, campers will only touch equipment with gloves
- c.** Each camper will use their designated tools and only their tools throughout the lesson. Example: Each camper uses their designated shovel throughout the lesson
- d.** If the gardening and greenhouse includes an activity like arts and crafts, we will have premade baggies with all needed materials for each camper
- e.** If a camper is planting a seed and needs soil, the staff member will open the bin and give each camper the amount of soil needed to minimize crowding around soil bin
- f.** When working on activities, no more than 4 children will sit at each picnic table outside of greenhouse

### **After Lesson:**

- a.** Each camper will hang up their tools in designated spot, and the tools will get sprayed down and disinfected after each use
- b.** The campers will then take off their gloves and wash and sanitize their hands.

### **Farm Animal and Greenhouse Cleaning (Daily):**

All commonly touched surfaces, such as farm animal door hooks, greenhouse and garden door handles and picnic tables will be disinfected and wiped down



## **TRAIL RIDES (Day Camp, Resident Camp and Ranch Programs)**

- a.** No more than 10 campers on a trail ride and in arena at one time
- b.** Campers are assigned to and ride only one horse for the trail ride
- c.** Trail ride staff will consist of one lead rider and one drag “walker” who will walk the trail and assist campers throughout the ride
- d.** Long pants are mandatory to eliminate skin contact on saddles as well as close toed shoes
- e.** Trail ride lead, drag and all campers will wear gloves

### **Before Trail Ride:**

- a.** All campers will hang up their backpacks on hooks provided for each program area at the barn
- b.** Campers will go with staff member to the hand washing station and wash hands for minimum of 20 seconds. Staff will also wash their hands
- c.** Campers will then sanitize their hands at sanitation station. Staff will also sanitize their hands
- d.** Campers will put on gloves
- e.** Staff will put on gloves and fit riding helmets to each child
- f.** Campers will go into allocated arena with their lead and drag staff members. Horses will already be in the arenas ready for the lesson
- g.** Campers will stand 6 feet apart during the safety talk in the arena
- h.** Campers will then be allocated to their horse and stand 10 feet behind their horse while they wait for a staff member to help them mount

### **During Trail Ride:**

- a.** Staff members will help all children mount their horses after performing safety check
- b.** During the trail ride, if staff member needs to help a camper hold the reins, put foot in stirrup properly, or make other adjustments, the staff member will try to only touch the camper’s gloves or clothing as needed
- c.** If a camper needs assistance with a horse, the drag staff member will be carrying a lead rope and will attach it to the horses halter to assist
- d.** Campers will never be within 6 feet of each other while mounted due to the nature of riding a horse and keeping safe spacing between horses

### **After Trail Ride:**

- a.** Staff members will help all children dismount and instruct them to stand in the middle of the arena, 6 feet apart
- b.** The staff members will take the children to the helmet cleaning area and all riding helmets will be sanitized and put away
- c.** The campers will then take off their gloves and wash and sanitize their hands
- d.** Leadership team and staff at the barn will wear gloves to put the horses in their stalls or in their next allocated riding arena as needed



## **FARM ANIMALS VISITS (Day and Resident Camp)**

- a.** No more than 10 campers in at a farm visit at one time
- b.** No more than one farm visit at the barn at one time
- c.** Farm visits can only be done in the afternoon, while programming is less busy and there are less campers at the barn
- d.** Close-toed shoes are mandatory
- e.** Facilitating staff members and campers will wear gloves

### **Before Visit:**

- a.** All campers will hang up their backpacks on hooks by the picnic tables in the small barn
- b.** Campers will go with staff member to the hand washing station and wash hands for minimum of 20 seconds. Staff will also wash their hands
- c.** Campers will then sanitize their hands at sanitation station. Staff will also sanitize their hands
- d.** Staff and campers will put on gloves

### **During Visit:**

- a.** Staff and campers will enter the barn area only by the chicken coop
- b.** If visit requires children to be within 6 feet of each other, campers will wear masks. Example: if all children are inside the chicken coop. When possible there should only be 5 children spaced 6 feet apart in the chicken coop and 5 children outside the chicken coop at one time
- c.** After chicken coop visit is finished, campers and staff will go through the green gate towards the petting zoo entrance
- d.** Staff and campers will not enter the barn

### **After Lesson:**

- a.** When leaving the petting zoo, campers and staff will walk back through the green gate and past the chicken coop
- b.** The campers will then take off their gloves and wash and sanitize their hands.



## **SWIMMING TRAIL RIDE (Widji/ Teen Ranch Programs or Wranglers Campout only)**

- a.** No more than 10 campers on a trail ride and in arena at one time
- b.** Campers are assigned to and ride only one horse for the trail ride
- c.** Trail ride staff will consist of one lead rider and one drag rider
- d.** Long pants are mandatory to eliminate skin contact on saddles as well as close toed shoes
- e.** Trail ride lead, drag and all campers will wear gloves
- f.** Trail ride lead, drag and all campers will wear life jackets

### **Before Trail Ride:**

- a.** Leadership team member will wear gloves and get clean lifejackets and bring them to the barn
- b.** All campers will hang up their backpacks on hooks provided for each program area at the barn
- c.** Campers will go with staff member to the hand washing station and wash hands for minimum of 20 seconds. Staff will also wash their hands
- d.** Campers will then sanitize their hands at sanitation station. Staff will also sanitize their hands
- e.** Campers will put on gloves
- f.** Staff will put on gloves and fit riding helmets to each child
- g.** Campers will go into allocated arena with their lead and drag staff members. Horses will already be in the arenas ready for the lesson.
- h.** Campers will stand 6 feet apart during the safety talk in the arena
- i.** Campers will then be allocated to their horse and stand 10 feet behind their horse while they wait for a staff member to help them mount

### **During Trail Ride:**

- a.** Staff members will help all children mount their horses after performing safety check
- b.** During the trail ride, if staff member needs to help a camper hold the reins, put foot in stirrup properly, or make other adjustments, the staff member will try to only touch the camper's gloves or clothing as needed
- c.** If a camper needs assistance with a horse, the drag staff member will be carrying a lead rope and will attach it to the horses halter to assist
- d.** Campers will never be within 6 feet of each other while mounted due to the nature of riding a horse and keeping safe spacing between horses

### **After Trail Ride:**

- a.** Staff members will help all children dismount and instruct them to stand in the middle of the arena, 6 feet apart
- b.** The staff members will take the children to the helmet cleaning area and all riding helmets will be sanitized and put away
- c.** The campers will then take off their gloves, lifejackets and wash and sanitize their hands
- d.** Leadership team and staff at the barn will wear gloves to put the horses in their stalls or in their next allocated riding arena as needed
- e.** Leadership team will take all lifejackets to get sprayed and disinfected and put back away in lifejacket hut



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FOR SOCIAL RESPONSIBILITY**

**Ranch Campout:**

- a.** All campers will be in a group of 10
- b.** If more than 10 campers are involved in campout, each group of 10 will be spread out around barn and cook out spot
- c.** All food will be handled by gloved staff members
- d.** For s'mores, campers will get materials by gloved staff members
- e.** Campers will sleep in designated barn.
- f.** Boys will sleep in small barn on hammocks, spaced 6 feet apart
- g.** Girls will sleep in big barn on hammocks, spaced 6 feet apart
- h.** Hammocks will be collected by gloved staff member in the morning and washed immediately

The background features a large teal rectangle on the left side, partially overlapping a blue shape that extends from the top-left corner towards the right. The rest of the background is white.

# **ACTIVITY AREAS**

Policies & Procedures



## **ARCHERY**

### **Upon Arrival to Activity:**

- a.** Counselor will sanitize all bows and arrows (BB guns/slingshots) with spray bottle and wipe down with rags
- b.** Campers will all sanitize their hands upon arrival

### **Social Distancing Precautions/Procedures/Provisions During the Activity:**

- a.** Limit one group of 10 at range at a time (Two groups for Day Camp Woods Archery by NALL)
- b.** Campers spread equally on benches in shade
- c.** Campers are instructed to only pick up their arrows on the range
- d.** Between usage counselor will wipe down handles of the bows/bbguns/slingshots

### **Cleaning/Sanitizing at the Conclusion of the Activity:**

- a.** Following activity, counselor will wipe down all of the bows prior to returning to the closet

### **Facility and Equipment Daily/Weekly Sanitation Procedures:**

- a.** Benches are wiped down at the end of each day and supply of rags and cleaner is assessed and topped off if needed
- b.** Area and equipment sanitized by electrostatic cleaning solution weekly



## **ARTS & CRAFTS**

### **ART BARN**

- **MAX 20 campers inside Art Barn at one time - 10 on one side of room, 10 on the other - at least 6ft between sides of room - campers wear masks when close to other**

**\*\*ADD at least 3 more picnic tables to in front of Art Barn to allow spreading out of campers and more campers at one time\*\***

- **Whenever possible, group of 10 only inside**
- **Scissors and other shared tools are mounted on each far side wall area of Art Barn**

**\*\*ADD plywood board painted and nails labeled with equipment names for storage\*\***

- a. So easily viewable, which tool goes where**
- b. Can be easily sprayed at end of each period with bleach solution and end of each day with electrostatic cleaner**

### **Practices:**

- 1. Entering Arts & Crafts**
  - a. Campers use mounted hand sanitizer and/or hand washing station outside Cedar Lodge**
  - b. Campers sit in prescribed chair with tribe group of 10**
- 2. Campers are not allowed to grab supplies and equipment freely**
  - a. More like classroom where raise hand and ask for what they need from closets- to minimize number of things campers touch and potentially contaminate**
- 3. Every time a camper is finished using a tool or art supply - staff must wipe it down with sanitizing wipes before storing it properly**

### **Arts & Crafts Directors:**

- a. Organize activities AHEAD OF TIME to be SINGLE CAMPER craft ready and prepped**  
**EX: Gallon zip lock bag per camper with all materials in it for the given activity**
- b. Every time a camper is finished using a tool or art supply - staff must wipe it down with sanitizing wipes before storing it properly**
- c. Wear masks entire time campers are present, gloves when able**

### **End of each Activity Period**

- a. Wiped down with wipes or bleach sprayed and wiped down**
  - 1. Chairs**
  - 2. Tools/equipment used that period**
  - 3. Table tops**
  - 4. Door handles - prop door open as much as possible during the day**
  - 5. Picnic Tables - sprayed with bleach solution**

### **End of each DAY/ Week**

- a. Wipe down with clorox wipes or bleach spray and wipe down - OR Sprayed with electrostatic solution**
  - 1. Chairs**
  - 2. Tools/equipment**
  - 3. Table tops**
  - 4. Door handles**
  - 5. Floors - mopped**



#### **POTTERY PAVILION**

- MAX 20 campers in pavilion at one time - 10 on one side of area, 10 on the other - at least 6ft between sides of room
- Campers wear masks when within 6ft of each other
- Staff wear masks, as they will be interacting in close proximity to campers

**\*\*ADD at least 2 picnic tables to in front of Pottery Pav to allow spreading out of campers\*\***

- Shared tools are mounted on plywood board with labels of where tools belong

**\*\*ADD plywood board painted and nails labeled with equipment names for storage\*\***

- a. So easily viewable, which tool goes where
- b. Can be easily sprayed and wiped down at end of each period with bleach solution and end of each day with electrostatic cleaner

#### **Pottery Wheels**

- a. Set up 6 feet apart
- b. IF need be, 3 feet apart - campers must wear masks
- c. Aside from normal cleaning of wheels of clay, wheels must be sprayed with clorox solution and wiped down at end of each use

#### **CLAY**

- a. Portioned out to campers at the beginning of period
- b. Campers are not allowed to share or trade clay
- c. Each clay creation is wrapped in plastic wrap by camper at the end of their period - either to be taken home that day or labelled with their name and saved for the next activity period they will work on said project

#### **End of each activity period**

- a. Wiped down with wipes or bleach sprayed and wiped down
  1. Chairs
  2. Tools/equipment used
  3. Art supplies being "recycled" from not used camper materials
  4. Table tops
  5. Floors - mopped or sprayed

#### **End of each Day/ Week**

- a. Wiped down or electrostatic sprayed down
  1. Chairs
  2. Tools/equipment
  3. Art supplies being "recycled" from not used camper materials
  4. Table tops
  5. Floors - mopped or sprayed



## **BANANA BOATING**

- Campers will travel by groups of 10 in Tribes, Cabin Groups or Ranch Camp Groups
- Campers and counselors must wash their hands before traveling to the boat dock
- The intention of this process is to: 1) control the flow of groups, 2) eliminate bottle necks where camper groups may all be in the same place at the same time, 3) use chlorinated water to “sanitize” campers’ skin/swimsuits/PFD’s and 4) meet the activity goals of the recreational boating activities

### **Upon Arrival to Activity:**

- a. Campers and staff will change clothes into swim gear. Those who aren’t participating shall stay with the group or go as a group with a counselor to their designated non-swim activity
- b. Once at the dock, campers and staff must sanitize their hands and choose a PFD
- c. Campers who are there for sailing shall convene in the shade of the Sailing Storage Pavilion for instruction
- d. Campers who are at the dock for Banana Boat sit with spacing at the bench on the dock with PFD’s secured
- e. Counselors assigned to the second half of Banana Boat period, will find an activity away from the dock to participate in and will not be in contact with the other groups of campers

### **Social Distancing Precautions/Procedures/Provisions During the Activity:**

- a. While participating, campers will remain apart with seats vacant between them for distancing
- b. Capacity will be 5 campers and a counselor on a Banana Boat (1/2 capacity) and 3 campers and a counselor on a catamaran (each get a corner of the trampoline). \*If campers are older and experienced, they may have 6 campers on a banana boat and 4 campers on a catamaran
- c. If they must go to the restroom, they must travel in a “truddy” to the ski bathhouse. They must wash their hands before returning to the activity

### **Cleaning/Sanitizing at the Conclusion of the Activity:**

- a. Under counselor supervision, the campers must rinse off their PFD in a water tank located by the dock
- b. Campers and staff will return the lifejacket to the sailing storage area before heading to the changing rooms at the Ski Bathhouse and handwashing station
- c. Everyone must wash hands and sanitize at earliest moment upon leaving the Ski and Sailing Dock

### **Facility and Equipment Daily/Weekly Sanitation Procedures:**

- a. The PFD’s will be washed in the water tank after use and hung to dry
- b. The boat driver and sailing instructors will wipe down surfaces of the banana boat and sailboats after each use
- c. At the conclusion of each day, the sailboats and banana boats will be brought in from the water and surfaces re-sanitized



## **BIG GAME**

### **Upon Arrival to Activity:**

- a.** Cabin groups will receive letters of instructions and game details at their cabin through the mail boxes. One counselor per cabin will answer questions and release camper groups from cabins with masks on

### **Social Distancing Precautions/Procedures/Provisions During the Activity:**

- a.** Campers will move in cabin groups and must stay together
- b.** Groups will maintain social distance of at least six feet from other groups. Groups will observe if stations or activities are occupied and either wait at a safe distance or move on to another location
- c.** No single jail or large congregation spot. Change multiple, spaced out areas.
- d.** Activities will be spaced to prevent overlap. There will also be a waiting spot if timing is off
- e.** Items can be used in a single transaction and turned in to a touchless container before being sanitized (e.g., coins go from a character to the group, and then from the group to a roaming character's bag or treasure chest. Items are then cleaned before they are returned to game)
- f.** If using transportation in vehicles, sanitize vehicle using standard procedures between trips

### **Cleaning/Sanitizing at the Conclusion of the Activity:**

- a.** Shared costumes and equipment will be sanitized after game ends
- b.** Staff will avoid sharing items when designing costumes (e.g., no shared paintbrushes for face paint, etc.)

### **Facility and Equipment Daily/Weekly Sanitation Procedures**

- a.** A large grounds sweep will be conducted at the conclusion of the Big Game
- b.** Staff will collect and sanitize each area, costume and piece of equipment used
- c.** All reusable equipment will be stored to have a deep cleaning before the next use



## **BIKING**

- Max 10 campers biking at once. At least 6 feet apart. Masks and gloves not required, but should be readily available in case campers come close to others. Campers must wash hands BEFORE & AFTER the activity

### **Practices:**

1. Entering Bike Shed
  - a. Campers must go to bathhouse and wash hands for at least 20 seconds with soap
  - b. Campers must use hand sanitizer before using equipment
2. Campers are not allowed to grab supplies and equipment freely
  - a. Counselors will retrieve bikes and wipe down (with 1:10 bleach solution OR sanitizing wipes) handles before handing over to the camper. This will be the same procedure for the helmet
3. Every time a camper is finished using a bike – staff must wipe it down with sanitizing wipes or 1:10 bleach solution before storing it properly back in shed

### **Mt. Biking Counselor**

- a. Wear gloves and mask when handing campers their bikes/equipment and helping campers
- b. Every time a camper is finished using a bike – staff must wipe it down with sanitizing wipes or 1:10 bleach solution before storing it properly back in shed
- c. Extra gloves and masks readily available for self and campers

### **End of each Activity Period**

- a. Wiped down with wipes or 1:10 bleach solution sprayed and wiped down
  1. Bikes
  2. Tools/equipment used that period
  3. Helmets (with addition to lice/lysol spray)
  4. Door handles to shed
  5. Bike rack outside of shed

### **End of each DAY/ Week**

- a. Wipe down with clorox wipes or bleach spray and wipe down – OR Sprayed with electrostatic solution
  1. Bikes
  2. Tools/equipment used that period
  3. Helmets (with addition to lice/lysol spray)
  4. Door handles to shed
  5. Bike rack outside of shed



## **CAMPFIRE**

- Campfire will be hosted at the Wiffleball Bleachers if we have more than 16 groups. The Wiffleball bleachers will have assigned seating per cabin set up prior to camper arrival. Campers will sit in the designated area and must stay in their spot on the bleacher. Campers cannot swap bleachers.
- If we have fewer than 16 groups, opening and/or closing campfires will be hosted at the Front Porch Amphitheater. Max one cabin per bench. Benches are assigned and staggered so no cabin is adjacent to another cabin, in front, behind, or on the side. Masks will be required

### **Practices:**

1. Entering the Wiffle Ball Field or Front porch Amphitheatre
  - a. Benches/Bleachers will have clear indications of where cabins will sit
  - b. Assigned benches will not be next to another camper on the side and will have two empty benches in between
  - c. Counselors and directors will direct campers to spot to avoid clusters or lines
  - d. Campers must use hand sanitizer before entering either areas
2. One counselor wearing gloves and masks will be assigned to handle a water station for campers to refill water bottles
3. Bleachers/benches will sprayed with 1:10 bleach solution at the end of the activity

### **Counselor practices:**

- a. Songs and skits that require campers and/or staff touching/moving close to one another will not be permitted
- b. One counselor wearing gloves and masks will be assigned to handle a water station for campers to refill water bottles.

### **End of each Activity Period**

1. Wiped down with wipes or bleach sprayed and wiped down
  - a. Tools/equipment/Microphones (counselor use only) used
  - b. At the end of the day - use electrostatic solution or bleach solution for equipment and picnic benches



## **FISHING**

- Campers should be at least 6ft apart on dock and land – capacity dependent on # of poles, dock/land space and staffing
- Bamboo sticks for younger kid fishing – Rod and Reel for older campers

### **Sanitation Equipment Available**

- a.** Sanitizer bucket in fishing dock storage area:
  - 1.** Bucket
  - 2.** Disposable gloves
  - 3.** Bottle of bleach solution
  - 4.** Hand sanitizer
  - 5.** Sanitizing wipes

### **Arrive at Fishing**

- a.** Campers use hand sanitizer to disinfect their hands
- b.** Counselor either passes out clorox wipes to each camper and camper wipes down their own fishing pole before use (Core Value - responsibility) OR counselor uses the Clorox spray bottle and wipes down each pole with Clorox towel

### **During Fishing**

- a.** Campers are stationed 6 ft apart to fish (no masks or gloves needed)
- b.** Staff wears mask when helping campers directly with pole, fish, bait, etc
- c.** Counselor goes over fishing activity guidelines
  - 1.** Campers should stay 6ft apart as they fish (if so, no masks needed)
  - 2.** If they need help, ask for counselor - dont help each other with poles
  - 3.** If catch a fish and people want to see, the catcher will walk around with the fish to show everyone at their spot - AKA, ask campers not to run together in a group

### **Conclude/Depart Fishing**

- a.** Counselor either passes out clorox wipes to each camper and camper wipes down their own fishing pole (Core Value - responsibility) OR counselor uses the Clorox spray bottle and wipes down each pole with Clorox towel as they store them away
- b.** Campers use hand sanitizer to clean own hands once done with activity

### **End of each day of use**

- a.** Clorox spray and wipe down all rods and dock area



## **KANGAROO JUMPER**

- Max 10 campers on the KJ at one time - at least 6 feet apart. Campers must wash hands BEFORE & AFTER activity - campers wear masks when less than 6 feet part

### **Practices:**

1. Entering the KJ area
  - a. Campers must wash hands at the bathhouse BEFORE & AFTER getting on the KJ. Use hand sanitizer before getting on
2. Every time campers get off or leave the KJ area, they must re-wash hands OR use hand-sanitizer
3. Campers must enter and exit through designated entrance/exit. The perimeter of the KJ will be closed off to control access

### **Counselor at KJ**

- a. Wears masks & socks while on the KJ
- b. Ensures campers use hand sanitizer before getting on KJ
- c. Ensures campers stay 6 feet apart

### **End of each Activity Period**

- a. Wiped down with wipes or bleach sprayed and wiped down
- b. Picnic benches near KJ - sprayed with bleach solution
- c. Spray KJ with 1:10 bleach solution after each use

### **End of each DAY Week**

- a. Spray with electrostatic cleaners
  1. KJ
  2. Benches surrounding KJ



## **MINESHAFT SLIDE**

- ONE camper per sled at a time (no double or triple sled capacities)

\*\*Need at least 12 functional sleds at each Mineshaft Slide, so kids don't have to share during activity period\*\*

### **Sanitizer bucket at each Slide area:**

1. Bucket
2. Disposable gloves
3. Bottle of bleach solution
4. Hand sanitizer
5. Sanitizing wipes

### **Arrive at Mineshafts**

- a. Counselor goes over new rules
  1. One camper per sled
  2. Masks on entire time
  3. Racing or solo rides encouraged
  4. No trading sleds
  5. If masks on, can stand 3 ft apart while we waiting for turn. No masks, campers must be 6ft apart
- Counselor either passes out Clorox wipes to each camper and camper wipes down their own sled before use (Core Value - responsibility) OR counselor uses the Clorox spray bottle and sprays all sleds, wipes down with towel

### **During activity**

- a. Camper wear masks during this activity
- b. One camper per sled
- c. Masks on entire time
- d. Racing or solo rides encouraged
- e. No trading sleds
- f. If masks on, can stand 3 ft apart while we wait for sled turn. No masks, campers must be 6ft apart

### **Departing from Mineshaft Slides**

- a. Counselor either passes out clorox wipes to each camper and camper wipes down their own sled before use (Core Value - responsibility) OR counselor uses the Clorox spray bottle and sprays all sleds, wipes down with towel
- b. Counselor sprays and wipes down the entryway and exit part of tunnels where campers touched during the activity
- c. Stack sleds against tunnel standing up so they can air dry for next group of campers
- d. Campers use hand sanitizer to clean own hands once done with activity

### **End of each day of use**

- a. Clorox spray and wipe down all sleds, as well as entry and exit of Mineshafts slides



## **MUSIC PROGRAM**

- MAX 8 campers inside the building at once – at least 6 feet apart. Campers are required to wear masks when not signing or playing an instrument that requires their mouth

### **Practices:**

#### **1. Entering Jam Shack**

- a. Campers must wash hands BEFORE & AFTER at arts & crafts outdoor hand wash station OR Cedar Lodge bathrooms & use hand sanitizer before entering the pavilion
- b. Campers must wear their masks while awaiting the counselor's instructions and duration of the activity unless singing or playing an instrument that requires their mouth (must be owned by the camper and cannot be shared with others)
- c. Required to stay 6 feet away from each other while in the Jam Shack
- d. Every time campers are finished with an instrument or microphone – those need to be properly wiped down and sanitized before the next use. Before campers use the next equipment they must use hand sanitizer.

### **Music Director & Counselors**

- a. Minimize the amount of equipment campers are using in one setting. For example: 1 instrument per camper and must stay with same instrument at end of activity
- b. Every time a camper is finished using an equipment or microphone – staff must wipe it down with sanitizing wipes or 1:10 Bleach solution before storing it properly or replace with hygiene covers
- c. Wear masks entire time campers are present unless singing, gloves when able

### **End of each Activity Period**

- a. Wiped down with wipes or 1:10 bleach sprayed and wiped down
  1. Chairs
  2. Microphones
  3. Instruments/equipment used that period
  4. Table tops
  5. Door handles – prop door open as much as possible during the day

### **End of each DAY/ Week**

- a. Wipe down with clorox wipes or bleach spray and wipe down – OR Sprayed with electrostatic solution
  1. Chairs
  2. Microphones
  3. Instruments/equipment used that period
  4. Table tops
  5. Door handles – prop door open as much as possible during the day



## **OUTDOOR COOKING**

- MAX 10 campers per 1 counselor - must stay at least 6 feet apart. Campers and staff must wear latex gloves and masks through the duration of the activity.

### **Practices:**

1. Prior to beginning outdoor cooking
  - a. Campers must wash hands at the nearest bathroom or hand washing station and use hand sanitizer. Campers will wear latex gloves and masks through entire activity
  - b. Campers are not allowed to grab materials freely
    1. More like classroom where raise hand and ask for specific materials- to minimize number of things campers touch and potentially contaminate
  - e. Campers participate one at a time vs all doing at the same time so counselors can ensure campers are not touching the same materials
  - f. Have multiple spoons, plates, bowls, etc for each camper
  - g. Every time a camper is finished using a bowl, spoon, etc - staff must place it in a bucket that should be returned to the kitchen to be properly cleaned

### **Outdoor Cooking Counselors**

- a. Organize activities AHEAD OF TIME to be ready and prepared for each camper
  1. EX: 10 bowls, 10 spoons, 10 cups, etc
  2. Measure out sugar, flour, etc used AHEAD OF TIME
- b. Every time a camper is finished using a tool or art supply - staff must wipe it down with sanitizing wipes before storing it properly
- c. Wear masks and gloves entire time campers are present
- d. Provide extra latex gloves to avoid cross contamination

### **End of each Activity Period**

- a. Take kitchen materials and clean/sanitize properly
  1. Tools/equipment used that period
  2. Table tops/Door handles - prop door open as much as possible during the day
  3. Picnic Tables - sprayed with bleach solution
  4. Laminated recipes wipes down

### **End of each DAY/ Week**

- a. Placed in the proper location in the kitchen
  1. Dutch Oven
  2. Spoons
  3. Cutting board
  4. Bowls, etc.



## **PADDLE SPORTS**

- Campers will travel by groups of 10 in Tribes, Cabin Groups or Ranch Camp Groups. The intention of this process is to: 1) control the flow of groups, 2) eliminate bottle necks where camper groups may all be in the same place at the same time, 3) use chlorinated water to “sanitize” campers’ skin/swimsuits/PFD’s and 4) meet the activity goals of waterfront recreational activities

### **Upon Arrival to Activity:**

- a. Campers and staff will change clothes into swim gear. Those who aren’t participating shall stay with the group or go as a group with a counselor to their designated non-swim activity
- b. Swimmers, after they are changed, will get the proper sized personal floatation device (PFD) and proceed to the Splash Pad. Each camper and staff member will walk through the chlorinated water of the Splash Pad with their PFD until they and the lifejacket are very wet
- c. Once they are very wet, they can go to Paddle Sports (canoes, kayaks, standup paddle boards)

### **Social Distancing Precautions/Procedures/Provisions During the Activity:**

- a. Once checked in to their swim areas, campers must stay in their groups of 10 and can be combined with no more than 4 other Tribes, Cabin Groups or Ranch Camp Groups
- b. If they must go to the bathhouse for restroom reasons, they must travel in a “truddy.” They must wash their hands in the bathhouse. Additionally, they will go through the Splash Pad on the way to the bathhouse and on the way back from the bathhouse
- c. Everyone will conduct a form of social distancing:
  1. Each camper gets their own seat (no over-loading boats)
  2. After camper/counselor chooses their paddle, they cannot trade. They must go back to shore and use a disinfected paddle
  3. Games and activities must include staying in their own boat (no switching)

### **Cleaning/Sanitizing at the Conclusion of the Activity:**

- a. Campers and staff will gather with cabin group or tribe and rinse off sand paying close attention to PFD, swimsuit and feet
- b. Campers and staff will walk to the right side of the fence to the Splash Pad
- c. Under counselor supervision, the campers must rinse off body and PFD in the Splash Pad
- d. Campers and staff will return the lifejacket to Rico’s Hut and move to the changing rooms to put on non-swimming clothes
- e. The cabin or tribe will leave by way of the trail to the back of the Wet Willie to rotate to their next activity
- f. Everyone must wash hands and sanitize at earliest moment upon leaving the waterfront

### **Facility and Equipment Daily Sanitation Procedures:**

- a. After each use: Paddle handles, rails, seats and sides of the boat must be wiped down with sanitizing solution daily



## **POOL**

- Campers will travel by groups of 10 in Tribes, Cabin Groups or Ranch Camp Groups. The intention of this process is to: 1) control the flow of groups, 2) eliminate bottle necks where camper groups may all be in the same place at the same time, and 3) meet the activity goals of waterfront recreational activities

### **Upon Arrival to Activity:**

- a. Campers and staff will change clothes into swim gear at the pool bathhouse. Campers should wash their hands before and after changing their clothes and entering the pool area. Rinsing off in the shower is also advised. Those who aren't swimming shall stay with the group or go as a group with a counselor to their designated non-swim activity
- b. Campers with swim bands shall be allowed to swim while campers without a swim band must get a PFD from Rico's Hut at the beginning of the activity period. Campers with PFD's should take it to Splash Pad and soak it and themselves in the water before going to the pool
- c. Non-lifeguard counselors will choose a role during swim time to lead non-contact games, open the pool slides and supervise conduct in the pool and on the pool deck. \*Lifeguards are to keep kids safe by watching the water-not supervise and lead games
- d. Once the lifeguards are in position and blow the whistle to start, campers and staff can enter the pool

### **Social Distancing Precautions/Procedures/Provisions During the Activity:**

- a. Once checked in to their swim areas, campers must stay in their groups of 10 and can be combined with no more than 4 other Tribes, Cabin Groups or Ranch Camp Groups
- b. If they must go to the bathhouse for restroom reasons, they must travel in a "truddy." They must wash their hands in the bathhouse
- c. Everyone will conduct a form of social distancing. This means they can swim in the water, use the facilities (Basketball Hoop, Slides, Spray Features) and play ball related games in the water. They may not hang on each other, wrestle or participate in any activities where they are close together and face to face

### **Cleaning/Sanitizing at the Conclusion of the Activity:**

- a. All lifejackets must be wet from the pool water or Splash Pad when returned to ensure it has been saturated in chlorine
- b. After putting equipment away, everyone must wash hands and sanitize at earliest moment upon leaving the waterfront

### **Facility and Equipment Daily/Weekly Sanitation Procedures:**

- a. Daily: As part of the daily routine, aquatic staff will wipe down the inside of the slide surfaces that are not constantly hit with pool water like: handrails, climbing levels, surfaces that campers touch and recreational equipment
- b. Weekly: The pool deck, water feature pipes and fence will be power washed with a solution



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## **RESIDENT CAMP DANCE**

- Resident Camp Dance will be a split camp program. Only two villages will participate in the camp dance at a time. Two dances will appear in the mainframe.

### **Day Camp Airnasium**

The airnasium will have bleachers surrounding the area. Each bleacher can hold 10 campers. The bleachers sit 6 feet apart. Additional seating will be at Cedar Theatre. Campers will be seated by their cabins, seating will be pre arranged before campers sit down. One cabin per bleacher (in airnasium), and 1 bench per cabin separated by at least 1 bench (at Cedar Theatre).

In the middle of the airnasium, campers will be able to dance at least 6 feet apart. Campers will wear masks if less than 6 feet apart.

Carnival games will extend outside of the airnasium on the Day Camp Field. Games will have minimal to no contact with items or each other. Led by counselors.

All food will be packaged in individualized bags/boxes for each camper before the dance. Two counselors will be wearing gloves and masks while preparing the food (popcorn, candy, etc) BEFORE the dance.

One counselor wearing gloves and a mask will be assigned to refill campers water bottles at the drink station. Campers will not be permitted to refill their own water bottle.



## **ROPES**

### **Sanitizer bucket at each activity area:**

- 1. Bucket**
- 2. Disposable gloves**
- 3. Bottle of bleach solution**
- 4. Hand sanitizer**
- 5. Sanitizing wipes**

- NO Low Ropes activities - too close to others in order to facilitate successful team activities
- NO Pamper Pole - campers have to hold onto the same dynamic rope and be very close to one another in order to facilitate it safely
- Each climber will sanitize their hands, put on climbing gloves and sanitize the outside of the gloves before touching the climbing element

### **Zip Line**

- a. 2 groups of 10 MAX at one time**
- b. 4 Staff to run activity - Staff wear masks entire time**
- c. Sanitizer bucket at harness area, bottom of Bell Tower**
- d. Staff must sanitize hands after helping each camper - at bottom, top and harness area of Zip Line**
- e. Campers stand 6 ft apart in line on stage and up the bell tower - X's on the steps up the tower for campers to stand on**
- f. Campers move up line in tower on X's**
- g. When camper returns from bottom of zip line, staff receiving the equipment sanitizes each piece of equipment camper used**
  - 1. Sanitizing wipes to wipe down carabiners, tether, helmet and harness**
- h. Campers not wanting to do zip line can play non-contact sport in field by KJ, use KJ (covid terms), or sit 6ft apart on stage of bell tower**
- i. At end of each day - Bell tower equipment is sprayed with electrostatic solution to disinfect**

### **Giant Swing**

- a. 1 group of 10 MAX at one time (need to time out given times for each group to be at the Giant Swing)**
- b. 3 Staff to run activity - Staff wear masks entire time**
- c. 1 or 2 campers at one time - masks worn**
  - 1. Campers sanitize hands before they attach to Giant Swing and after they swing**
- d. Sanitizer bucket with materials**
- e. Staff must sanitize hands after helping each camper**
- f. After completion of each swing, staff must wipe down:**
  - 1. Carabiners**
  - 2. Helmet**
  - 3. Harness**
  - 4. Pull tether**
  - 5. Ladder handrails**
- g. Campers not wanting to do giant swing can play non-contact game by Y Tower or sit 6ft apart on benches**
- h. At the end of the day: wipe down tether, GS bar, ladder, carabiners**



Climbing: Y Tower - max 30 campers at tower at one time

- a. 1 group of 10 MAX climbing on EACH wall at a time
- b. Staff wear masks while interacting closely with campers
- c. Sanitizer bucket at harness area, bottom of Y Tower
- d. Staff must sanitize hands after helping each camper
- e. Campers sanitize hands before and after climb
- f. After completion of each swing, staff must wipe down:
  1. Carabiners
  2. Helmet
  3. Harness
  4. Tether portion - has a vinyl sleeve that comes on and off each day so auto belays can retract
- g. While campers wait to climb, can play non-contact sport in field by tower - sit 6ft apart on benches
- h. At the end of the day
  1. Tower climbing walls & holds are sprayed with electrostatic cleaning sprayers
- i. End of each week - Sunday or Saturday
  1. Y Tower gets sprayed down with electrostatic solution

Climbing: Mt. Widji - max 20 campers at tower at one time

- a. 10 campers per 1.5 sides
- b. Staff wear masks while interacting closely with campers
- c. Sanitizer bucket at harness area, bottom of Mt. Widji
- d. Staff must sanitize hands after helping each camper
- e. Campers sanitize hands before and after climb
- f. After completion of each climb, staff must wipe down:
  1. Carabiners
  2. Helmet
  3. Harness
  4. Tether portion - has a vinyl sleeve that comes on and off each day so auto belays can retract
- g. While campers wait to climb, can play non-contact sport in field by tower - sit 6ft apart on benches
- h. At the end of the day:
  1. Ropes staff climbs each wall and wipes down each rock with Clorox wipe, as they descend down the wall
- i. End of each week:
  1. Y Tower gets sprayed down with electrostatic cleaning sprayers



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## **SPORTS**

### **General Safety Precautions:**

- a.** Everyone washes hands before activity
- b.** Everyone sanitizes hands at activity area
- c.** No more than one cabin at an activity. If multiple activities in an area, groups must remain at least 6 ft apart (e.g., different sides of the Airnasium with a “buffer area” in between)
- d.** Games and activities should be as low contact or no contact as possible. No full body contact or games that involve things like holding hands, linking elbows, or crawling under others
- e.** All equipment handled by campers or staff (balls, racquets, etc.) will be sprayed and wiped down after each activity
- f.** Commonly touched surfaces (gaga pit ledges, gate latches or handles, etc.) will be wiped down after program sessions
- g.** Use sanitizer between games (hydration break + clean hands, at least every ten minutes)
- h.** Everyone sanitizes hands as they leave

### **Basketball**

- a.** When possible, limit games to low or no contact (e.g., HORSE, Knock Out, etc.) or drills (e.g., dribbling, passing, etc.)
- b.** Team Games can be played within the same cabin (e.g., 5-on-5), but not against other cabins or mixing with other campers
- c.** When lining up or waiting to play, give space and avoid contact
- d.** Take frequent breaks to hydrate and re-clean hands because of shared equipment
- e.** Spray and wipe down basketballs after each session

### **Volleyball**

- a.** When playing games, avoid body contact whenever possible. Limit team size to prevent contact
- b.** Team Games can be played within the same cabin (e.g., 5-on-5), but not against other cabins or mixing with other campers
- c.** Encourage activities with more distance like passing drills
- d.** When lining up or waiting to play, give space and avoid contact
- e.** Take frequent breaks to hydrate and re-clean hands because of shared equipment
- f.** Spray and wipe down volleyballs after each session

### **Tennis**

- a.** When playing games, avoid body contact whenever possible
- b.** When lining up or waiting to play, give space and avoid contact
- c.** Take frequent breaks to hydrate and re-clean hands because of shared equipment
- d.** Spray and wipe down racquets, balls, after each session

### **Soccer**

- a.** When possible, limit games to low or no contact activities or drills (shooting, dribbling, passing, etc.)
- b.** Team Games can be played within the same cabin (e.g., 5-on-5), but not against other cabins or mixing with other campers
- c.** When lining up or waiting to play, give space and avoid contact
- d.** Take frequent breaks to hydrate and re-clean hands because of shared equipment
- e.** Spray and wipe down soccer balls after each session



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#### Gaga Ball

- a.** Masks worn while playing
- b.** No more than one cabin in the gaga ball pit, including staff
- c.** Limit body contact inside the pit
- d.** Campers who are knocked out, watching the game, or waiting to play should give space and avoid contact with each other, as well as give space and avoid contact with the Gaga Ball pit
- e.** Take frequent breaks to hydrate and re-clean hands because of shared equipment
- f.** Spray and wipe down gaga balls after each session

#### Airnasium Games

- a.** No more than one cabin per side. If more than one group is in the area, they should give space in the middle
- b.** Limit body contact when playing games. No tag games
- c.** When lining up or waiting to play, give space and avoid contact
- d.** Take frequent breaks to hydrate and re-clean hands because of shared equipment
- e.** Spray and wipe down balls, Frisbees, etc. after each session



## **WATERFRONT**

### **Upon Arrival to Activity:**

- a.** Campers and staff will change clothes into swim gear. Those who aren't swimming shall stay with the group or go as a group with a counselor to their designated non-swim activity
- b.** Swimmers, after they are changed, will get the proper sized personal floatation device (PFD) and proceed to the Splash Pad. Each camper and staff member will walk through the chlorinated water of the Splash Pad with their PFD until they and the lifejacket are very wet
- c.** Once they are very wet, they can go to their designated waterfront activity: "Beach Beach" (U-Dock), Wibit Beach (to the right of the U-Dock), Wet Willie Slide or Paddle Sports (canoes, kayaks, standup paddle boards)

### **Social Distancing Precautions/Procedures/Provisions During the Activity:**

- a.** Once checked in to their swim areas, campers must stay in their groups of 10 and can be combined with no more than 4 other Tribes, Cabin Groups or Ranch Camp Groups
- b.** If they must go to the bathhouse for restroom reasons, they must travel in a "truddy." They must wash their hands in the bathhouse
- c.** Additionally, they will go through the Splash Pad on the way to the bathhouse and on the way back from the bathhouse
- d.** Everyone will conduct a form of social distancing. This means they can swim in the water, use the facilities (Blob, Tom Sawyer, & Goonies Plunge) and play ball related games in the water. They may not hang on each other, wrestle or participate in any activities where they are 3 feet apart face to face

### **Cleaning/Sanitizing at the Conclusion of the Activity:**

- a.** Swimmers will gather with cabin group or tribe and rinse off sand paying close attention to PFD, swimsuit and feet
- b.** Swimmers will walk to the right side of the fence to the Splash Pad
- c.** Under counselor supervision, the campers must rinse off body and PFD in the Splash Pad thoroughly
- d.** Swimmers will return the lifejacket to Rico's Hut and move to the changing rooms to put on non-swimming clothes
- e.** The cabin or tribe will leave by way of the trail to the back of the Wet Willie to rotate to their next activity
- f.** Non-swimmers must wash hands and sanitize at earliest moment upon leaving the waterfront

### **Facility and Equipment Daily/Weekly Sanitation Procedures:**

- a.** Daily: Disinfect Blob, Sleds for Goonies, Wet Willie handrails and post on top and Tom Sawyer Rope



## **WOODWORKING**

- MAX 10 campers at pavilion at least 6 feet between them. Campers wear masks and woodworking gloves during activity hour
- Hammers, screwdrivers, and other shared materials are mounted on the wall on a plywood board in the locked closet on the right side
  1. So easily viewable, which tool goes where
  2. Can be easily sprayed at end of each period with bleach solution and end of each day with electrostatic cleaner

### **Practices**

- a. Entering the Woodworking Pavilion
  1. Campers must wash hands BEFORE & AFTER at arts & crafts outdoor hand wash station OR cedar lodge bathrooms & use hand sanitizer before entering the pavilion
  2. Campers must wear the camper's own masks on while awaiting for counselor's instructions and duration of the activity. Non latex gloves will be worn underneath woodworking gloves as well
  3. Campers sit on benches OR stand at designated tables marked with "X" measured out 6 ft apart
  4. Campers will not be allowed to grab supplies or equipment freely
    - a. More like classroom where raise hand and ask for what they need from closets - this includes wood planks - To minimize number of things campers touch and potentially contaminate
  5. Every time a camper is finished using a tool or art supply - staff must wipe it down with sanitizing wipes before storing it properly

### **Woodworking Counselors**

- a. Work on ONE project with the entire group of 10 campers
- b. Every time a camper or staff member is finished using a tool - staff must wipe it down with sanitizing wipes before storing it properly in the closet
- c. Wear masks and gloves entire time campers are present

### **End of each Activity Period**

- a. Wiped down with wipes OR 1:10 bleach solution sprayed and wiped down
  1. Tools/equipment used that period
  2. Table tops
  3. Door handles - prop door open as much as possible during the day
  4. Picnic Tables - sprayed with bleach solution

### **End of each DAY/ Week**

- a. Wipe down with clorox wipes or bleach spray and wipe down - OR Sprayed with electrostatic solution
  1. Tools/equipment
  2. Table tops
  3. Door handles
  4. Floors - mopped